

Louisville Presbyterian Theological Seminary Senior Chapel Service Guidelines and Expectations

Senior chapel services are celebratory events where a Senior designs and leads a service of worship in Caldwell Chapel. Seniors are encouraged to design services that reflect their traditions, theologies, and commitments. Senior chapels are at their best when the Senior has thoughtfully prepared their service of worship prior to attending their scheduled meeting with Chapel Ministers. What follows are guidelines and expectations as you prepare to design and lead a Senior chapel service.

1. Please attend Chapel Ministers (Monday 10:30-Noon) two weeks prior to your chosen chapel date. It is the responsibility of the Senior to mark this date on their calendar and attend Chapel Ministers on their designated day.
2. Ahead of your Chapel Minister's planning day, invite participants for your service of worship. This includes, musicians, communion celebrants, liturgists, and any other participation you may need.
3. Bring to your Chapel Minister's meeting:
 - a. Outline or detailed plan for your service of worship
 - b. Chosen scriptures
 - c. Sermon summary and title
 - d. Musical selections (You may bring suggestions and work with Chapel Ministers to finalize your selections)
 - e. List of potential participants and liturgists
 - f. If you are celebrating communion, bring a fitting liturgy and the names of your celebrants.
4. You are encouraged to invite your participants to join you for your designated Chapel Minister's meeting. This creates a more collaborative and supportive environment.
5. You are the essential visionary for the worship service. Chapel Ministers will lean on you for knowledge about your traditions and specific elements of your service.
6. Come to Chapel ministers prepared to lead the discussion and planning of your chapel service.